

Raymundo T. Macaraya

Classroom & Collaboration Technician

Contacts:

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Professional Summary

Experienced Audio Visual with a demonstrated history of working in the higher education industry. Skilled in AV integration, video conferencing, digital signage, electronics etc. With broad knowledge and experience in Information technology, Endpoint technology, Enterprise support, Cisco/Tandberg, Lecture Capturing and Streaming, Video Broadcasting, Access control, IPTV, PA etc. Have effective analytical and problem solving skills and highly experienced in providing solutions to certain issues. A team player and always eager to develop effective working relationship with clients and colleagues so as to achieve desirable results. Manages time efficiently, can work for extra hours and under pressure, beat deadlines and ensure the maximum satisfaction of clients.

Experience

King Abdullah University of Science and Technology

August 25, 2013- present

Classroom and Collaboration Technician

Essential Duties and Responsibilities:

- Provides first level support for all AV equipment in conference rooms, meeting rooms, lecture halls, conference hall, auditoriums and other learning spaces.
- Assists faculty and guests lecturers regarding AV equipment set-up in classroom environments.
- Maintains supply inventory and equipment inventory.
- Assists in maintaining all computer and technical equipment & troubleshoots minor technical problems.
- Makes hardware and software acquisition recommendations including helping users assess needs and providing justification for equipment and services.
- Installs, configures and upgrades operating systems and software, using standard business and administrative packages; may modify specific applications for use in operational departments.
- Logs ticket regarding AV and resolve ticket when it's done. Maintains records including problem documentation and actions taken.
- Supporting video conferencing, webinars like Cisco WebEx, Zoom, GoToMeeting and Adobe connect etc...
- Responsible for recording and editing lecture video presentation using Mediasite recorder (Product of Sonic Foundry) and Mediasite editor. Also publishing and uploading to the web server.
- Maintaining also of the Mediasite Portal management from the University. Includes 4 windows Servers (2 Media Server & 2 Web Servers)
- Performs administrative duties, recommends improvements in work flow, procedures and use of equipment and forms.

Techno Q

Audio Visual (Site Project Technician)

[https:// www.technoq.com](https://www.technoq.com)

May 5, 2012 – July 3, 2013

Essential Duties and Responsibilities:

- Wiring, termination and equipment installation as per project specifications
- Rack building, cable pulling, cable dressing, cable tracing and cable marking.
- Proficient in the safe use of hand and power tools.
- Fire alarm and CCTV installation
- Perform installations projectors and screen support structures, ceiling and wall-mounted speaker systems.

Academic Background

▪ Diploma in Electronic Computer Technician

Tolentino Technical Institute
(1998-2000)

▪ Secondary School Parañaque National High

Parañaque City
(1994-1998)

Trainings

- **Crestron Programming** - Crestron Technical Institute
CTI-P101 Foundations of Crestron Programming training
23-25 March 2014
- **Extron Certified Audio Visual Associate** -Extron
Institute October 2015
- **School of Digital Video Technologies for Higher Education** - Extron
Institute November 2015
- **School of Emerging Technologies 4K for Higher Education** - Extron
Institute Feb. 26-27, 2018
- **Fiber Optic Principles** - Extron Institute
April 14, 2020
- **Networking Principles** - Extron
Institute April 26, 2020

- Installation of client systems in the most efficient and effective manner to assure timely completion and maximum performance. All installations must meet the highest quality standards set forth while assuming a profession environment on site by self and installation teams
- Testing of complete systems and repairing any deficiencies in a timely manner
- Troubleshooting and servicing installed systems and components
- Work under the direction of / Engineers / Project Manager
- Coordinating with the main contractors and sub-contractors for any project revisions.
- Reading and understanding schematic and technical drawings.
- Testing and commissioning of AV systems hand over.

Saudi Oger Ltd.

1st Technician – Audio Visual

PROJECT - King Abdullah University of Science and Technology

August 15 2009 – Sept. 07, 2011

Duties and Responsibilities:

- Set up and operate audio and video equipment including microphones, projectors, video screens, connecting wires, cables and related electronic equipment for meetings, classes, presentations and big events.
- Providing first level support for all audiovisual and video conferencing equipment in classrooms, auditoriums, conference rooms and other learning spaces
- Operate all aspects of the videoconferencing systems during lectures and meetings, and instruct other users in basic equipment operations.
- Handling EVP and VP in KAUST and ARAMCO VIP.
- Set up and dismantle AV Public Address system.
- Diagnose and resolve media system problems in classrooms, conference room and lecture halls.
- Conduct twice-weekly routine inspection of AV/IT equipment in the classrooms and special rooms. (E.g. Visualizers, LCD Projectors etc.)
- Analyze system trouble concerning Audio Visual Functionality.
- Support Engineers in improvements and upgrading systems to meet end user's needs.
- Maintaining AV equipment inventory, recording problem documentation and action taken.

Optimax Technology Corp.

Quality Inspection Personnel

April 21, 2007 – September 24, 2008

Taoyuan County, Taiwan, R.O.C

Nature of Business: Manufacturing of world class polarizer.

Duties and Responsibilities:

- Operate on basic machine of PSA (Pressurize Sensitive Adhesive).
- Loading and unloading polarizer into the machine.
- Getting sample of polarizer for quality assurance.
- Mixing of different type of sensitive adhesive.
- Testing and checking the quality of adhesives.
- Constant monitoring of the amount of adhesive use in the process.
- Maintaining the availability of different types of chemicals needed in mixing adhesive.
- Maintain the cleanliness of all the equipment use in mixing adhesives and orderliness of the workplace.

- **Signal Processing and Distribution Principles** – Extron
Institute April 14, 2020
- **Dante Certification Level 1** – Audinate
Feb. 08, 2020
- **Dante Certification Level 2** – Audinate
June. 25, 2020
- **F.W. Electronics (Semi-Conductor)** – Philippine Academy for Career Technology
Inc. Nov. 14 –18, 2006

Workshop/Seminars/Conference Attended

- KAUST Global IT Summit
- Cloud Computing Fundamentals Workshop
- Integrated Systems Europe 2022 Conference – May 10-13,2022
Barcelona Spain – Fira Gran Via

Soft Skills & Business Development Trainings

- Effective Communication
- Persuasive Presentations
- Effective Communication Foundation
- Excel for Business Professionals: Intermediate Level
- PowerPoint for Business Professionals
- Efficient Time Management
- Leading Yourself

Online Technical Skills Development Training

- Learning Video Production and Editing
- Learning Davinci Resolve 16/17
- After Effects 2021 Essential Training: The Basics
- HTML Essential Training
- CSS Essential Training
- Windows Server 2012 R2: Deploy Manage and Maintain Servers
- Windows Server 2012 R2: Configure and Manage Active Directory
- Windows Server 2016 New Features
- Windows Server 2016: Installation and Configuration

Technical Skills

- Video Editing using Davinci Resolve Editor
- Hardware and Software troubleshooting, Networking (LAN) and Internet application
- Knowledgeable in MS office application (Word, Excel, PowerPoint)

Gileo Enterprises

Computer Service Technician

(August 2000 - March 2005)

Nature of Business: Selling Computer Accessories, Repairing and Upgrading Computers, Networking (LAN), Desktop Publishing.

Duties and Responsibilities:

- Installed and interfaced computer hardware including multimedia, memory, motherboard, processors, CD-ROMs/rewriter, floppy drive, hard disk and video components.
- Install or repair windows computers with standardized application and networking software, diagnosing and solving problems that develop in their operations.
- Configuring networks, cabling (cat5 and cat6) and cable rewire, e-mail, printers, modems, routers and scanners.
- Maintain accurate and current records on repair, installation and removal of equipment; provide appropriate logging and tracking of hardware malfunctions. Recommend improvements to operating procedures; write and maintain procedure manuals.
- Perform other related duties as required.

Reference

- **Vinu Thomas**
Senior Audio Visual Engineer
TechnoQ
E-mail: vinuleoman@gmail.com
- **Raymond Eco**
Supervisor AV & Security System
Techno Q
E-mail: eco.raymond@yahoo.com
- **Bryan Sindayen**
Senior Technical Trainer
Extron Electronics Middle East
Email: bhysindayen@yahoo.com

I hereby that the above mentioned information is true and correct according to the best of my knowledge.

Applicant's Signature
